

Chapter 1

Policies and Procedures

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Revisions

I. DEFINITIONS

"Approving Authority" means the Board of County Commissioners of Frederick County, Maryland.

"Capital Improvement Program (CIP)" means the Frederick County CIP that is reviewed and adopted each year by the Board of County Commissioners, and contains specific proposed water and sewer infrastructure improvements for which funding is programmed for design or construction by the County within the current six-year time frame.

"Community Sewerage System" means any system serving two or more lots, for the collection and disposal of sewerage or industrial wastes of a liquid nature, including various devices for the treatment of such sewage and industrial wastes.

"Community Water System" means a source of water and a distribution system, including treatment and storage facilities, serving two or more lots.

"County Comprehensive Plan" or "Comprehensive Plan" means a composite of mapped and written text, the purpose of which is to guide the physical development of the County, and is adopted by the Board of County Commissioners under the provisions of Article 66B of the Annotated Code of Maryland. The Comprehensive Plan includes a Countywide Plan map and text, and individual community and corridor plans. The municipal plan designation will be used for properties within a municipal boundary.

"County Water and Sewerage Plan" or "Water and Sewerage Plan" means this Water and Sewerage Plan which is a comprehensive plan for the provision of adequate water supply systems and sewerage systems throughout the County, and includes all amendments and revisions thereto.

"Denied Access Water or Sewer Line" means a water or wastewater line, which was designated and intended to function as part of a Regional Plant distribution and/or collection network and which passes through areas not intended to be provided public water or sewer service. Denied access lines shall be specifically identified on the County Water and Sewerage Plan Maps, and access will not be permitted to serve properties designated Agricultural/Rural or Natural Resource on the Comprehensive Plan, except as specified in the policies stated as part of this Plan.

"Department" means the Maryland Department of the Environment (MDE).

"DUSWM" -means Frederick County's Division of Utilities and Solid Waste Management.

"Existing Service Area" means that area which is currently served by either a publicly-owned community sewerage system or publicly-owned community water system.

"GPD" or "gpd" means gallons per day.

"Individual Sewerage System" means a single system of sewers, piping, treatment tanks, or other facilities serving only a single lot and which has treatment discharge capacity of 5,000 gpd treatment or less.

"Individual Water System" means a system of piping, pumps, tanks, or other facilities utilizing a source of ground or surface water to supply only a single lot and which has the capacity to supply less than 5,000 gpd.

"Interim Plant" means a sewage or water treatment plant that is designed to temporarily serve a portion of a designated Regional Service Area established in the Frederick County Water and Sewerage Plan.

"Lot" means a contiguous area of land separated from other areas of land by separate description including a recorded deed, a subdivision plat of record or survey map, or by metes and bounds, for purpose of sale, lease, transfer or ownership or separate use, including separation of legal ownership by a condominium regime.

"Multi-Use Sewerage System" for the purposes of the Plan, means a system serving a single lot or institution with a treatment discharge capacity in excess of 5,000 GPD. A Multi-Use Sewerage System involves the collection and disposal of sewage or industrial wastes of a liquid nature and various devices for the treatment of such wastes.

"Multi-Use Water System" for the purpose of the Plan, means a system serving a single lot or institution with the capacity to provide in excess of 5,000 GPD utilizing a source of ground or surface water. The Multi-Use Water System includes the piping, pumps, tanks, or other facilities utilizing a source of ground or surface water.

"Nonpoint Source" means pollution originating from land run-off where no specific outfall can be identified.

"Publicly Owned" means owned and operated by a State or local government.

"Regional Treatment Plant" is an existing or planned water or sewage treatment facility, which has been located on the County Water and Sewerage Plan Map and designated to serve an entire regional service area or community growth area defined in the County Comprehensive Plan.

"Sewerage Service Area" is that area served by, or planned to be served by, a sewage collection system.

"Water and Sewerage Plan" means the "County Water and Sewerage Plan" as defined above.

"Water and Sewer Regulations" refer to the Rules and Regulations established by the Division of Utilities and Solid Waste Management (DUSWM).

"Water Service Area" means that area served by or planned to be served by, a water distribution system.

II. GOALS AND POLICIES FOR WATER AND SEWER PLANNING

A. Introduction

Title 9 (Environment Article), Subtitle 5 (County Water and Sewerage Plans) of the Annotated Code of Maryland requires each County to develop a plan for water supply and sewerage systems in accordance with a County Master Plan or Comprehensive Plan. The extent, adequacy, sizing, staging, and other characteristics of such water and sewerage systems must be in compliance with all applicable Federal, State and local jurisdictional laws relating to water quality, environmental protection and land use. The Maryland Code further specifies that the extension and expansion of water supply and sewerage systems shall be consistent with the County's adopted land use plan. The Maryland Code establishes the authority for the Water and Sewerage Plan and delegates that authority to the Counties. It also establishes the procedures by which the Counties prepare, adopt and amend the water and sewerage Plans. This County Water and Sewerage Plan fulfills this legal requirement.

The County's Division of Utilities and Solid Waste Management (DUSWM) is the primary regulating authority that provides public water and sewer service to County residents and businesses. In addition to these services, the DUSWM is the water and/or sewer utility provider to the municipalities of New Market, Walkersville, and portions of the City of Frederick.

This Plan has been developed in cooperation with the nine incorporated towns that own and operate their own public water and sewer systems in the County. The Towns of Emmitsburg, Thurmont, Woodsboro, Mt. Airy, Middletown, Myersville, and Brunswick own and operate their own water supply and sewer systems. Remaining areas in the County outside of Community Growth Areas are served by privately owned wells and individual septic systems.

B. Planning Framework

1. Water and Sewer Planning

In the first water and sewerage plan, adopted in 1969, Frederick County was divided into 32 drainage basins for water and sewerage planning purposes. The engineering consultant who worked on the first Plan proposed a sewage treatment plant site for each drainage basin, regardless of whether or not the particular basin was planned to have community sewer service within the 20-year time frame of the Plan. Potential surface water impoundments were also located on tributaries to the Monocacy River and Catoctin Creek throughout the County. An impoundment of the Monocacy River at Sixes Bridge was studied as part of a series of back-up water sources for the greater Washington, DC metropolitan area. The designation of the Monocacy River as a State Scenic River in 1974 was the result of major citizen opposition to the proposed dam and virtually eliminated all possibilities of a future impoundment on the Monocacy River.

The 1992 Water and Sewerage Plan marked the departure from drainage basin planning to a discussion of water and sewerage organized by systems and service areas. Over the years, the Central Frederick Service Area has expanded beyond the original drainage basin boundaries so that it no longer makes sense to discuss service to this area in terms of the original 32 drainage basins. At the other extreme, there are existing municipal systems that only provide water and sewer service in a single drainage basin. Many

municipal systems were not planned to expand to serve areas outside the municipal boundaries or sized to encompass their entire drainage basins.

2. 1997 Priority Funding Areas Act

The Maryland General Assembly passed the Neighborhood Conservation and Smart Growth initiatives in 1997 (1997 Act). This legislation enhanced the *1992 Planning Act* that established the seven visions to guide growth and development throughout the State (in 2009, the State replaced the existing visions with 12 new visions through HB 294 and SB 273). The Smart Growth initiatives go further than the *1992 Planning Act* by establishing a variety of State programs and fiscal tools in an effort to protect sensitive areas, plan for better growth, and direct resources. The State's Smart Growth toolbox includes a wide range of policies and programs that address land preservation, economic development, neighborhood revitalization, transportation, environmental protection, historic preservation and other initiatives.

The 1997 Act established Priority Funding Areas (PFA), which are designated geographical areas within each county where the State wants to target its programmatic efforts and infrastructure funding to support economic development and new growth. Existing or new development located outside of a State-certified PFA would not be eligible to receive State funding for infrastructure improvements such as roads, water or sewer. Generally the PFA criteria require a property to be within a designated growth area, have appropriate zoning, and be included in a 10-year water/sewer service area designation.

3. County Comprehensive Plan

Frederick County's Comprehensive Plan designates 22 Community Growth Areas (CGAs) where residential, commercial and employment uses will be concentrated. Ten of the CGAs are municipalities and their future annexation areas; the remaining 12 are Unincorporated Growth Areas (UGA), where the planning and zoning is under the County's jurisdiction. The intent of the land use plan is to direct development to the designated CGAs while protecting the County's green infrastructure and agricultural/rural resources. CGAs will be targeted for publicly owned facilities and infrastructure financing and improvements. A higher level of available community services is to be expected within a CGA. Public water and sewer service is provided or planned for all CGAs whereas areas outside the CGA will be served by future individual well and septic systems. The only exception to this policy is possible reconciliation of a public health emergency, where public water or sewerage service could be used outside of a Community Growth Area to maintain public health and safety.

The County Comprehensive Plan illustrates three general plan components as a way to provide a general version of the traditional land use plan map. This map clearly defines the Community Growth Areas and in particular, differentiates the Municipal Growth Areas from the Unincorporated Growth Areas controlled by the County. Also illustrated is the relationship between Community Growth Areas, Priority Preservation Areas and the Green Infrastructure.

Agricultural and Rural Communities Plan

This component of the Comprehensive Plan seeks to emphasize the importance of agriculture and the general rural character of the portions of the County that are not necessarily in agricultural use. Too often comprehensive plans identify agricultural areas as whatever is left over after the growth areas have been designated. The features of this component include:

- **Agricultural/Rural Areas** – This encompasses a broad area of the County including active agricultural uses, fallow lands, and scattered residences that have been developed from larger farm parcels.

- Priority Preservation Areas – There are five (5) areas delineated in the County. The focus of these areas is to create larger contiguous areas of preservation easements that also protect the significant prime agricultural soils.
- Rural Communities – These are cross road communities located throughout the Agricultural/Rural area that have historically supported the surrounding agricultural community. Where appropriate, some of these communities may experience limited growth in the context of supporting the local agricultural community.

Green Infrastructure Plan

This Comprehensive Plan component focuses on the County's network of natural resources and protected lands. It focuses on natural resource protection, including the identification of gaps in the network or hubs and corridors, and identification of linkages within and connecting the Community Growth Areas. These linkages may accommodate opportunities for recreational use including pathways.

- Natural Resource Areas – Delineates the primary environmental features including the mountain areas (encompasses forestland and steep slopes) and river and major stream corridors.
- Parks and Protected Lands – Highlights the State and Federal parks and the County's regional parks. Other protected lands include municipal watershed properties and Sugarloaf Mountain, which is privately owned.

Community Plan

This component continues to implement the basic structure of the County's Community Concept first described in the 1972 Comprehensive Plan. The Community Concept described a hierarchy of communities-- regional, district, and rural—that was defined by a number of parameters including population, residential density, intensity of commercial and employment uses, and level of community facilities. The Community Concept also:

- Encourages compact growth areas to preserve agricultural lands and allows for more efficient provision of community facilities
- Supports the ability to maintain distinct and identifiable communities.

The new Community Concept that supports a framework for this Plan will continue the strategies to encourage compact growth areas and support identifiable communities. The primary change from the original Community Concept is the focus on a broader definition of Community Growth Areas rather than a strict hierarchical structure.

- Municipal Growth Areas (MGA) - Most of the County's municipalities continue to provide a logical location for managed growth both within their existing municipal borders and in surrounding lands which are subject to possible future annexation. The General Plan highlights the existing municipal boundary and the future growth area that would be controlled by the municipality through the annexation process. The limits of a MGA on the County Plan may be different from a growth area identified on a respective municipal plan. The MGAs in the County Plan represent those areas the county has recognized as appropriate for future growth given the limitations and constraints on County public facilities and services during the timeframe of the Comprehensive Plan.
- Unincorporated Growth Area (UGA) – There are several existing communities under the County's jurisdiction that have served as a foundation for growth. These communities have an historic “downtown” core, schools, and water/sewer infrastructure to support additional growth. Several of the UGAs delineate newer communities, which focuses on an older historic core.

Public Utilities

The Public Utilities Section of a comprehensive plan, required by the State of Maryland, addresses solid waste management and the provision of public water and sewer service. The County's *1998-2017 Solid*

Waste Management Plan provides the planning framework to make decisions about the implementation of capital construction and management programs for solid waste facilities. It also includes recommendations for the sizing and staging of needed management facilities and the organization of collections systems for solid waste and recyclables. The County's Division of Utilities and Solid Waste Management is responsible for management of the County's solid waste facilities. Excerpts from the *Solid Waste Management Plan*, along with the goals and policies for public water and sewer service, are also included in the County's Comprehensive Plan.

4. Water Resources Element

On May 2, 2006 the State of Maryland adopted legislation (HB 1141, *Land Use—Local Government Planning*) requiring local jurisdictions to include a Water Resources Element (WRE) in their comprehensive land use plans. The Water Resources Element is divided into three components:

- Drinking Water Assessment
- Wastewater Assessment
- Managing Stormwater and Non-point Source Pollution

The purpose of the WRE is to coordinate growth management and water resources planning efforts in Frederick County. The WRE primarily addresses the County owned and operated water and wastewater systems, although data is included for municipal systems and Municipal Growth Areas. Included within these three components of the WRE are discussions of the watershed resources of the County; the quality and quantity of drinking water supplies with respect to planned growth; the treatment capacity of wastewater facilities and disposal of treated effluent; and a review of the County's stormwater management and non-point source pollution programs. Recommendations for sound land and water resource management practices that contribute towards the health and sustainability of our major watershed systems and human communities are included in the form of goals, policies and action items. Frederick County adopted its WRE on September 23, 2010.

C. Goals for Water Quality and Water and Sewerage Planning

The goals of the County's Water and Sewerage Plan are as follows:

- A. To improve the water quality of Frederick County streams by meeting the assigned effluent discharge requirements and by identifying and seeking to reduce other sources of pollution (i.e. failing septic systems).
- B. To assure a dependable supply of water for drinking, irrigation, recreation and stream augmentation for present and future generations, recognizing other legitimate uses for streams.
- C. To assist in correcting sanitary and water supply problems in existing problem areas when possible by utilizing the best available and most economical water and sewer technologies and methods, whether publicly-owned or individual in nature, in a manner which will protect the health, safety and welfare of the public.
- D. To promote the use of publicly owned and operated Regional community water and sewer systems for new development in a manner consistent with the County Comprehensive Plan.

Many goals and policies regarding water and sewer planning, infrastructure, and service contained in the 2010 Comprehensive Plan mirror the established policies in the Water and Sewerage Plan. Following are specific Comprehensive Plan goals and policies addressing the planning and provision of water and sewer service:

- Maintain a safe and adequate drinking water supply to accommodate the needs of the current population as well as future generations.
- Protect and enhance the quality of Frederick County's surface waters, ground water resources and wetlands.
- Invest in water and sewer infrastructure that will provide adequate treatment capacity and reduce pollutant loading in rivers and streams.
- Promote coordinated planning between jurisdictions and agencies responsible for drinking water, wastewater and stormwater management.
- Engage the public in watershed conservation and promote a stewardship ethic.
- Provide for community services and facilities in an efficient and timely manner relative to the pace of growth.
- Maintain adequacy of publicly owned facilities and services relative to existing and projected targeted populations.

D. Comprehensive Plan Policies for Water and Sewerage Planning

- Cooperate with the municipalities in joint planning of future water and sewerage services.
- Extension and interconnection of existing water and sewerage systems to facilitate infill development is preferred over establishment of new systems in order to maximize economies of scale and system flexibility.
- Protect public water impoundments, their watersheds, and public community groundwater systems from contamination due to incompatible land uses.
- Encourage water conservation measures in all County systems through the plumbing code and through establishment of programs for this purpose.
- Discourage the establishment of individual well and septic systems, and individual well and publicly owned sewer systems within Community Growth Areas.
- Discourage the construction of new water/sewer service that relies on individual wells with a community sewerage system.
- Consider, and when appropriate, encourage the use of well-demonstrated alternative technologies and methodologies for the treatment of wastewater for both municipal and private onsite disposal systems.
- Provide community water and sewer service only within Community Growth Areas.
- Stage development within Community Growth Areas according to the adequacy of drinking water and wastewater treatment capacities.
- Consider including developed properties on well and septic within adjacent Community Growth Areas to facilitate connections to community water/sewer service.
- Minimize new development utilizing individual well and septic systems to protect the quality and quantity of ground water resources.

E. General Policies

The following policies will be used to accomplish the stated goals in the Water and Sewerage Plan and guide the implementation of the Water and Sewerage Plan:

1. Water Quality and Supply

- (A) Existing treatment plants will continue to be improved and meet Maryland Water Quality Standards.
- (B) The County will cooperate with State efforts to reduce sources of stream pollution.
- (C) The citizens of the County will be informed of pollution problems and their advice and cooperation solicited.
- (D) The utilization of nitrogen-reducing septic systems as a means to reduce ground and surface water enrichment will be encouraged. Alternatives to the conventional septic systems will be used to correct existing problems.
- (E) In the event that existing individual private water supply or sewerage systems prove inadequate or unsafe, the County will attempt to provide connection to a public system.
- (F) The nature and extent of all existing water and sewer problems will be investigated and solutions sought. The County will seek to identify potential public health problems and potential solutions.
- (G) In planning for publicly owned water and sewer facility construction programs, the following shall be considered:
 - (1) Areas experiencing public health hazards needing immediate solution.
 - (2) Existing systems in need of upgrading.
 - (3) Developing areas.
 - (4) Goals and policies of the Comprehensive Plan.
 - (5) Determination of physical and financial feasibility.
- (H) All water storage (impoundment) projects shall meet State and Federal requirements and shall consider recreation use and riparian rights of downstream owners.

2. Interjurisdictional Coordination

- (A) All branches of the County government and municipalities will be expected to comply with the Water and Sewerage Plan and their activities will be expected to be in conformance with the policies of the Plan.
- (B) The County government shall aid and encourage river basin cooperation with all adjoining jurisdictions.
- (C) In adopting this Plan, it is not the intent of the Board of County Commissioners to usurp the basic powers and responsibilities of the municipalities as now existing under present laws and regulations.

- (D) Nothing in this Plan should be construed as relaxing any existing regulations, rules, agreements, decisions or other acts of any municipality or any branch of the County or State governments; in cases of conflict, the more restrictive provisions shall apply.

3. Ownership, County Operation and Financing of Water and Sewer facilities

- (A) All new community water and sewerage systems shall be publicly owned.
- (B) The County with guidance from the Division of Utilities and Solid Waste Management (DUSWM) will continue to seek alternative methods to serve properties which may not be adequately served by the remaining privately owned community water and sewer systems. Acquisition of privately owned systems, when appropriate, shall be done through the adoption of the Capital Improvement Plan (CIP), with consideration of the effects upon existing water and sewer user fees and capacity charges.
- (C) With respect to any County owned water or sewerage system, DUSWM shall determine the feasibility of a proposed sewer or water improvement or extension project, the manner in which service may be obtained, and may require a developer to provide information necessary to determine the estimated cost of such service.
- (D) If a proposed project is to receive public funding in addition to private funding, a public works agreement or public improvements agreement between the County and the developer must be signed before the project can become part of the County Capital Improvements Program (CIP).
- (E) If a project is constructed from private or a combination of public and private funds, all necessary funds (other than grants and County supplied funds) shall be guaranteed to the Board of County Commissioners prior to the initiation of each phase of a project.
- (F) All water and sewerage systems (excluding systems and facilities owned and operated by the municipalities) shall be designed and built in accordance with Frederick County Design Manual and General Conditions and Standards Specifications. All designs shall conform to applicable Federal, State, and local regulations and recognized industry standards, including but not limited to, American Water Works Association, *Recommended Standards for Water Works (or Sewage Works)* “Ten States Standards”, etc., and shall be reviewed and approved by the Maryland Department of the Environment, when required and/or the County, prior to construction.
- (G) Publicly owned community water and sewerage systems will be designed based on the population designated, or the equivalent dwelling units (EDU) for the comprehensively planned or zoned properties on an acreage basis within the Comprehensive Plan for the area. Designs must be reviewed and approved by the DUSWM.
- (H) All public water and sewerage projects (excluding systems and facilities owned by incorporated municipalities) shall be inspected by a representative designated by and on behalf of the DUSWM.

4. Sub-Regional Water and Wastewater Plants

- (A) The construction of new sub-regional water or sewerage treatment plants shall not be permitted.
- (B) If a County-approved study determines adequate excess capacity remains is available in an existing sub-regional water or wastewater system, connections to sub-regional plants or facilities may be permitted under limited conditions. See Section IV (B) Planned Service.

5. Plant Size – Service Area

- (A) The County will be served by Regional plants. Publicly-owned Community water and sewerage service will not be extended to serve properties in areas designated Agricultural/Rural or Natural Resource on the County's Comprehensive Plan.
- (B) Extension of existing water or sewerage systems, as anticipated in the County Comprehensive Plan, shall be considered the preferred method of serving future residential development. The capacities of water transmission mains and/or sewer interceptors, along with a recommended alignment(s), after approval by DUSWM (or the Board of County Commissioners) shall be incorporated into the Frederick County Water and Sewerage Plan via the amendment process.
- (C) An interim treatment plant is acceptable in principle and may be approved, provided it is an interim step in a long-range regional plan. The Regional permanent facility and its ultimate service area must be defined in the County Water and Sewerage Plan prior to consideration of an interim plant.
 - (1) If approved, interim plants shall be located in growth areas that are planned for regional systems as identified in the County Comprehensive Plan. Interim plants shall not be used in areas outside of Community Growth Areas designated for well and septic development.
 - (2) An interim plant may only be approved by an amendment to the County's Water and Sewerage Plan. Approval will be given only if it is compatible with appropriate regional plans for such water or sewerage service.
 - (3) An interim plant shall not be considered a justification to increase the density of zoning from what was previously granted or is identified in the adopted Comprehensive Plan.
 - (4) An interim plant and appurtenances must be publicly owned and operated.
 - (5) An interim plant will be designed to meet all applicable health and water quality requirements as established by the DUSWM and subject to the appropriate Federal, State, and local regulations and pursuant to recognized industry standards.
 - (6) Any request to consider the establishment of an interim plant shall be reviewed by the DUSWM. The applicant shall provide sufficient data to allow the DUSWM to make a preliminary determination as to the financial feasibility of

the proposal, including future operating expenses. Whether a project or system can be self-supporting will be evaluated as well as the projected impact on the consolidated rate system. Separate determinations will be made of the feasibility of a water system and sewerage system.

- (7) The minimum size of an interim plant will be determined by DUSWM based on, but not limited to, anticipated operating costs, the maximum number of equivalent dwelling units as determined by the County or another permitting authority, life expectancy of the interim plant, proximity or feasibility of connections to interceptors (transmission mains), anticipated time that permanent Regional facilities will be ready for use, etc.
- (8) The County will not be responsible for the cost of over sizing any interim plant or interim facility. Over sizing, in this case, means construction of an interim system providing capacity in excess of what is needed to serve the applicant's property. The County may require that the developer establish an escrow account to cover an interim system's maintenance and operating expenses until there are sufficient connections to provide operating revenue to meet expenses. The County may pay for over sizing of lines provided that the criteria in the DUSWM Water and Sewer Rules and Regulations are followed (see also § 2-13-6(b)(5) of the Public Local Laws). The County is solely responsible for determining if the lines or plant and appurtenances should be oversized or an escrow account set up for operating expenses.
- (9) When an interim plant has been approved, transmission mains and interceptors will be designed to facilitate connection with permanent lines or plant(s) and according to DUSWM specifications, and easements reserved to provide access to the system (and Regional facilities) by adjoining properties.
- (10) All interim water systems shall be required to meet minimum standards for fire flow and pressure as determined by DUSWM design criteria. The water systems shall be designed to be interconnected with adjacent properties within the respective pressure zone, but each subdivision may be required to expand the facilities, e.g., booster pumping station, water storage tank, etc., necessary to accommodate the interconnection.
- (11) A standard connection charge will be assessed against all equivalent units (including those owned by the County) utilizing the interim plant and be accumulated toward the establishment of the permanent regional treatment system. There shall be no credits or reimbursements for expenses incurred in the development of the interim treatment plant or interim offsite facilities.
- (12) If a developer cannot qualify for an interim plant or is proposing a minor subdivision, with the approval of the County, the developer may develop on well and septic if the developer installs "dry" lines and complies with DUSWM design criteria and plans for the future lines.
- (13) Interim plants may be used to serve areas considered as having a health problem as identified and documented by the Health Department.

(14) Environmental Considerations

- (a) The applicant for an interim water service area shall provide the County with appropriate hydrogeologic studies, which assesses the environmental impact of the system on surrounding development. No new systems will be approved which negatively impact the well yields of surrounding properties or surface waters, as determined by the Maryland Department of the Environment, Water Management Administration. The water system must not exceed the natural recharge available for their service area. These studies will be submitted to the State to support approval (or denial) of the necessary Water Appropriation and Use Permit (WAUP) from MDE.
 - (b) Interim sewage treatment plants cannot be so located that they would cause more stringent effluent NPDES limitations to be placed on existing or proposed sewage treatment plants. State agencies will be requested to comment on any proposal and validate that NPDES limitations will not be affected. The applicant shall employ qualified registered professionals who will be required to calculate the 7Q10 low flow of the receiving stream at the point of discharge in conjunction with the assimilative capacity of the stream.
- (E) The use of gravity flow collectors and interceptors are the preferred method of serving the service area of the interim or regional plant. In the rare instances where a portion of the service area (or subdrainage area) cannot be served via gravity, regional pumping station alternatives must be studied, sized, properly located, etc., and approved by DUSWM (see Policy 5 (B) above) prior to County approval of a pump station symbol on the Water and Sewerage Plan Map.

5. Capacity – Tap Allocations

See the DUSWM Water and Sewer Rules and Regulations for the criteria necessary to secure water and/or wastewater capacity allocations.

6. Denied Access Lines

In order to properly regulate development and direct growth to appropriate locations in accordance with the Frederick County Comprehensive Plan, properties designated Agricultural/Rural or Natural Resource on any Comprehensive Plan will not be permitted to access lines identified as "Denied Access" on the official Water and Sewerage Plan Map except under the following conditions:

- (A) To provide service to areas programmed for water and sewer service on the Water and Sewerage Plan Maps and County Comprehensive Plan.
- (B) To provide service to an existing residence or farm operation which is located on the property adjoining the right-of-way containing the line and which was an existing use as of the date the denied access line was approved on the Water and Sewerage Plan Maps.

- (C) To provide service to properties where a written agreement with the County, executed prior to the creation of the denied access designation, obligated the County to permit access to the particular line to provide service to a specific property.
- (D) To provide service to areas where the Health Department determines access is necessary to solve an existing Health related problem and the County Commissioners agree to permit access to the line.
- (E) Any change to the status of all or a portion of a denied access line will require consistency with the Comprehensive Plan and an amendment to the Water and Sewerage Plan as described in the "Review and Amendment Procedures" of this Plan.
- (F) Properties that have Institutional (Ie) zoning as of April 8, 2010 and are immediately adjacent to denied access water or sewer infrastructure lines may connect to the denied access lines if: (1) A developer-funded study determines, and the DUSWM confirms, that adequate capacity exists (or adequate capacity if programmed within the County CIP) to serve the institutional use, and; (2) Water and Sewer infrastructure connections can be made in conformance with the Water and Sewer Rules and Regulations. For purposes of this subsection, properties shall be considered "immediately adjacent to denied access water or sewer infrastructure lines" if the denied access lines are located: (1) on the subject property or (2) within adjacent right-of-way or (3) within 150 feet of the boundary of the subject property and the applicant secures all easements necessary to bring the lines to the subject property.

7. Service to Properties Zoned or Planned for Agricultural/Rural or Natural Resource

Areas designated Agricultural/Rural or Natural Resource in the County Comprehensive Plan are not appropriate for publicly-owned community water and sewer service. Applications to amend the Water and Sewerage Plan classification for such areas to a classification other than "NPS" (No Planned Service) will not be accepted.

Agricultural zoned properties are not appropriate for publicly-owned community water and sewerage service unless the following conditions are met:

- (A) The property is within the Planned Service Area/Community Growth Area in the Comprehensive Plan for the area;
- (B) The property designation on the Comprehensive Plan is a category other than Agricultural/Rural or Natural Resource;
- (C) Adequate capacity exists in lines and/or treatment facilities; and
- (D) Service is restricted to uses allowed in the Agricultural zone

8. Individual Wells and Septic Systems

- (A) Individual well and septic systems will be allowed in areas classified NPS, PS, as well as in areas with categories of W-5/Dev., and S-5/Dev.

- (B) The installation of individual water supply or individual, private septic systems must comply with all State of Maryland and Frederick County Health Department regulations and policies regarding percolation testing, well drilling, water appropriation, and lot size. An individual water supply or individual, private septic system may not be permitted when adequate water and sewer service lines abut a property having a classification of W-4 Dev, S-4 Dev., W-3 Dev., or S-3 Dev., and when the adequate water and sewer lines that abut a property are located within a public right-of-way or a public water/sewer easement.
- (C) If an existing, publicly-owned community water or sewerage system is inadequate or is not available, an interim individual water and/or sewerage system may be used provided that:
 - (1) Pertinent State and local regulations including minimum lot size are complied with,
 - (2) Permits for such systems bear a notice regarding the interim nature of the permit and stating that connection to a future Regional community system shall be made within 1 year or less after such system becomes available, and
 - (3) If individual interim systems are used, provision shall be made, whenever possible, to locate such systems so as to permit connection to the public facilities in a most economical and convenient manner, including the installation of dry lines (see Policy 5 (C)(12)).

9. Multi-Use Systems

- (A) Approved sewerage construction permits, groundwater appropriation permits, and discharge permits must be obtained from the State of Maryland for any Multi-Use Water or Multi-Use Sewerage System approved by Frederick County.
- (B) Decisions relating to Multi-Use systems must conform to the land use policies contained in the Comprehensive Plan. Consistency with the Comprehensive Plan shall take into account the physical and environmental impacts, impacts to agriculture, rural landscapes, natural resource areas, as well as an evaluation of the scale and intensity of the proposed development of the land for which the multi-use systems are sought to be used in light of the uses proposed, envisioned and articulated in the Comprehensive Plan for that area.

10. Response to Sanitary and Water Supply Problems

The Secretary of the Maryland Department of the Environment has the statutory power to direct that action be taken to correct a health emergency caused by failed septic or well systems. Recognizing this and also the existence of well and septic development areas on the perimeter of municipalities served by publicly owned water and sewer systems, the following policies and procedures have been established. They address how the County and municipality will jointly respond to health emergencies which may arise. In addition, they establish standards for planning extension of water and sewer services to unserved areas adjoining municipalities which are not emergencies, but which may need such service in future.

(A) Applicability: The following policies apply if the number of septic or well failures determined by a Health Department Sanitary Survey exceeds 25% of the properties surveyed and the area is contiguous to a municipality which provides sewer or water service.

(B) Problem Area Response Procedures

- (1) When notified by the local Health Department of a well or septic failure area, the County will initiate a meeting between County and municipal representatives to discuss the problem and potential solutions. There must be a written request to the Health Officer to do a formal sanitary survey, following which the results will be forwarded to the Maryland Department of the Environment.
- (2) An informational meeting with affected landowners will be held by the County following the first meeting between County and municipal officials.
- (3) If capacity is available, the municipality or County system will serve the area of need.
- (4) The County will support and assist in the annexation of the area to be served when possible.
- (5) If annexation is not favored by the Municipality, the County will require all properties in the area of need to hook up to any municipal line that passes the property when service becomes available.
- (6) The County will initiate the appropriate change in the County Water and Sewerage Plan to facilitate service to the area of need.

(C) Connection and Financing Costs

- (1) The owners of developed and undeveloped buildable lots shall be responsible for the cost of extension of services to their properties.
- (2) The property owners shall be responsible for the cost of the tap fees and the connections from the sewer line to the house or the waterline to the house, and the closure of septic field or well.
- (3) The County or municipality may consider financing mechanisms to assist property owners in costs for the service.
- (4) The municipality or County may adopt property tax abatement to the property owner for a specified number of years.

11. Requirements for Individual On-Site Sewage Systems

The following pertinent information is excerpted from the Health Department regulations (consult the Frederick County Health Department for further details):

- (A) Sewage percolation tests for individual on-site sewage systems will be performed only during the period from February 1st through April 15th, if there is one or more of the following soil series present as described in the Soil Survey for Frederick County, Maryland, 2002: Adamstown (AdA,AdB), Airmont(ArB,ArD), Bagtown (BaB,BaC,BaD,BbD,BbE), Baile-Glenville (BcB), Benevola (BdB*,BdC*), Birdsboro (BgA,BgB), Blocktown (BhE*), Brinklow-Blocktown (BkD*), Braddock (BnB,BnC,BoB), Croton-Abbottstown (CrA,CrB), Dekalb-Bagtown (DbF), Dryrun (DqA), Glenelg (GeB*,GfB*,GgB*,GgC*), Glenelg-Blocktown (GhB*,GhC*), Glenelg-Mt.Airy (GmB*,GnB*), Glenville (GoB,GoC), Glenville-Baile (GuB), Hyattstown (HtF*) Hyattstown-Linganore (HyD*), Klinesville (KeB,KeC,KeD,KnB,KnC), Lehigh (LqB), Linganore-Hyattstown (LyB*,LyC*), Morven (MbA,MbB), Mt.Airy (MeB*,MeC*,MeD*,MeF*), Mt.Zion (MmA,MmB,MmC), Mt.Zion-Rohrersville (MnA,MnB), Murrill-Dryrun (MtB), Norton (NoA,NoB,NoC), Penn (PaB,PeB,PeC,PnB,PnC), Penn-Reaville (PqB,PrA,PrB), Ravenrock (RaD), Ravenrock-Highfield (ReB,ReC,ReD,ReF), Ravenrock-Rohrersville (RfC), Readington (RgA,RgB), Reaville(RmA), Springwood (SpA,SpB,SpC,SqB), Springwood-Morven(SrB), Stumptown-agtown (SuD,SuF), Thurmont (TaB,TaC,ThB), Trego (ToA,ToB,TqB,TrB), Watchung (WcB), Weaverton-Hazel (WeC*,WeD*,WeE*). The Frederick County Health Department, with the guidance of the Maryland Department of the Environment, may modify these wet season percolation dates based on soil conditions.

*These soils are classified as Lower 1/3 Landscape Position Restricted Soils.

- (B) If one or more of these soil series is present in only a portion of a subdivision, the preliminary plan for that subdivision may be modified to exclude the areas containing these soils; percolation on the excluded portion will be performed only during the period February 1st through April 15th, on a resubmitted plan.
- (C) The following floodplain soils are unsuitable for sewage disposal and will not be subject to percolation: Adamstown-Funkstown (AfB), Bermudian (BfA), Bowmansville-Rowland (BmA,BmB), Cadorus & Hatboro (CgA), Combs (CmA,CnA), Foxville (FoB), Foxville-Hatboro (FxA), Glenville-Cadorus (GvA,GvB), Hatboro-Cadorus (HdA), Lantz-Rohrersville (LaB), Lindside (LsA), Melvin-Lindside (MaA), Mt.Zion-Cadorus (MoB), Rohrersville-Lantz (RoB), Rowland (RwA), Trego-Foxville (TxB), Wheeling (WhB) and Wiltshire-Funkstown (WtB).

III. REVIEW AND AMENDMENT PROCEDURES

A. Triennial Review

State Law Title 9, Subtitle 5 of the Environment Article of the Annotated Code of Maryland requires the governing body of the County, after reasonable opportunity for public hearing, review at least triennially the County Water and Sewerage Plan.

B. Amendment Procedures

The governing body of the County may amend the County Water and Sewerage Plan when necessary or when Maryland Department of Environment requires it.

1. CIP Process

To the extent that the currently adopted six year CIP contains projects not already included in the Water and Sewerage Plan, the infrastructure listed in the six year CIP will be added to the Water and Sewerage Plan. The current CIP is forwarded in its entirety to the Maryland Department of the Environment following its adoption, as Appendix A of the Water and Sewerage Plan.

2. Comprehensive Plan Update Process

The Board of County Commissioners may, as part of the Comprehensive Plan Hearing and Adoption Process, concurrently make revisions to the Water and Sewerage Plan. These revisions may include the addition or removal of proposed infrastructure or facilities, as well as placing properties into or out of the Planned Service Areas. As required under State law and the County Comprehensive Plan, notice will be provided prior to the Comprehensive Plan hearings when these revisions to planned water and sewer service areas or infrastructure will be discussed. All Water and Sewerage Plan revisions made during the Comprehensive Plan update Process shall be forwarded to the Maryland Department of the Environment as currently required.

3. Piecemeal Application Process

- (A) Applications for amendments to the Water and Sewerage Plan for Frederick County, including its incorporated municipalities, may be submitted at any time. Applications received are processed in three cycles, Spring (deadline March 31st), Summer (deadline July 31st), and Fall (deadline November 30th).

The County Commissioners may at their discretion initiate amendments to the Water and Sewerage Plan outside of the tri-annual review sequence when necessary; (i) To allow service to an existing structure from an existing system when a potential health hazard has been declared by the Health Department, or (ii) To allow requests submitted by a government agency or for capital projects to proceed.

- (B) Applications for proposed amendments to the County Water and Sewerage Plan and supporting documents, shall be submitted to the Frederick County Community Development Division, 30 North Market Street, Frederick, Maryland, 21701.

- (C) Requests for amendments to provide service to properties with a land use plan designation of Agricultural/Rural or Natural Resource on the County Comprehensive Plan are not in conformance with the County Comprehensive Plan and will not be accepted, unless service is permitted pursuant to Section II. E. 7.

Requests for amendments to provide service to properties zoned Agricultural will not be accepted unless service is permitted pursuant to Section II. E. 7.

- (D) Requests to amend the water and sewer classification of a particular property may be made by the property owner, their agent or a contract purchaser with consent of the owner. A municipality may also initiate applications with regard to infrastructure or service area.

The County Staff may initiate an application with regard to location of infrastructure generally or reclassification of properties to implement the Comprehensive Plan, or if the property no longer meets the requirements of its current classification.

- (E) It shall be the responsibility of the Frederick County Community Development Division to coordinate the review of amendments to the Water and Sewerage Plan in cooperation with the staff of the Division of Utilities and Solid Waste Management, the County Attorney's Office and the staff of the County Health Department.

The above-mentioned staffs shall review the proposed amendments and submit their recommendations which may be in the form of text, maps, tables, charts or other information necessary to explain the proposed amendments.

- (F) Amendments proposed within a municipality must be proposed by that municipality or be accompanied by a letter from the Mayor or Burgess or a designated municipal official certifying the amount of excess water supply system and wastewater system capacities and the intent to provide the available capacity to the property that is the subject of the amendment. When certifying the amount of excess water supply system and wastewater system capacities, a methodology not less stringent than that provided in the Maryland Department of the Environment, Water and Wastewater Supply Capacity Management Plans, as amended from time to time, will be utilized. In the event that excess water supply system and wastewater system capacity do not exist, the application shall include detailed information proposing how sufficient capacity will be provided to serve the property and a letter from a municipal official indicating that the municipality agrees to the proposal.

- (G) The proposed amendments will be submitted to the County Planning Commission, which will determine whether the Plan amendment is consistent with the County Comprehensive Plan. The municipal plan designation will be used for properties within a municipal boundary.

- (H) Before the Board of County Commissioners adopt any or amendment to the Water and Sewerage Plan it must:

- (1) Conduct a public hearing and,
- (2) Give notice of the Plan amendment to the principal elected official of each affected municipal corporation at least 30 days before the hearing, and

- (3) Publish notice of the time and place of the public hearing, with a summary of the amendment in at least one newspaper of general circulation, once each week for two successive weeks with the first notification appearing at least 14 days prior to the hearing.
- (I) Following the decision of the County Commissioners, the amendment shall then be sent to the Maryland Department of the Environment for its review and final approval. The State has at least 90 days and may extend its review period.
- (J) Unless an amendment to the County Water and Sewerage Plan expressly provides otherwise, an amendment to the County Water and Sewerage Plan shall take effect: upon approval by the Maryland Department of the Environment (MDE) or upon the failure of MDE to disapprove, in whole or in part, the proposed amendment or revisions within the review period specified in the Annotated Code of Maryland, Environment Article §9-507.

C. Fees

A fee schedule established by the County Commissioners shall be applied to all applicants, other than municipalities or public agencies, requesting an amendment to the Water and Sewerage Plan. These fees are not refundable and must be paid at the time of application.

D. Severability

The requirements of this Water and Sewerage Plan are severable, and if any of its requirements are held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining sections.

IV. WATER AND SEWERAGE PLAN CLASSIFICATION SYSTEM

A. General

A classification system has been established for properties that will be served by publicly owned community water and sewer systems. The classification system reflects a progression toward the attainment of public water and sewer service so as to implement the County Water and Sewerage Plan, as well as County or municipal Comprehensive Plans.

The classification system is designed to show need and intent of the County, its municipalities and the private developer for establishing or extending publicly-owned community water and sewer systems.

Classifications which indicate anticipated improvements within the next six (6) years should be part of an action plan to be implemented within the constraints of funding and various required agreements and approvals. The classification system is not intended to prevent development of publicly-owned community water and/or sewerage systems or facilities prior to or later than the time periods indicated; rather it is the best estimate at the time of adoption as to when such development may be expected to occur. Every effort should be made by the County, municipalities, and developers to progress with water and sewer projects to the point that construction may occur in accordance with the Plan. However, after having achieved one level, there is no guaranteeing that the next level classification will be granted.

B. Water and Sewerage Plan Classifications

Tracts of land where publicly-owned community water and/or sewer facilities are proposed to be extended by developers or where the County or municipalities anticipate that development may occur within 20 years may be assigned a classification with the suffix "Development" or "Dev.". A "Dev." designation means that the extension or construction of publicly-owned community systems or facilities is dependent upon developer or land owner action and funding.

The year of adoption of a piecemeal Water and Sewerage Plan amendment is noted within the water and sewer classification designations for properties in 4 and 3 categories, (e.g. 90-S-3 means the sewer priority classification of S-3 was approved by the County in 1990).

NPS – No Planned Service

A classification assigned during the Comprehensive Planning Process to land, which is not planned or projected to be served by publicly-owned community water or sewer systems within the timeframe of the current County Comprehensive Plan.

PS – Planned Service

A classification assigned during the Comprehensive Planning Process to an area shown on the Comprehensive Plan for growth utilizing publicly-owned community water and/or sewer systems, or within the Community Growth boundary of a community to be served by public water and sewer in the adopted County Comprehensive Plan, within the 11-20 year time period. Properties within this classification have designations other than Agricultural/Rural or Natural Resource on the County Comprehensive Plan.

This classification may be assigned through the piecemeal application process as follows:

- (1) To property annexed into a municipal corporation, and/or to property which is designated other than Agricultural/Rural or Natural Resources on the County Comprehensive Plan and which is adjacent to property which has a classification of PS or higher for public water and/or sewer. For purposes of this provision, a parcel which is separated from another parcel by a public or private road shall be deemed to be 'adjacent' to such parcel.
- (2) For consideration to expand the service area for a sub-regional system an applicant funded study must be completed as part of the request for a PS classification. The study shall be approved by the DUSWM and must determine if adequate capacity exists in the sub-regional water or wastewater treatment system to serve properties outside the system's current service area. This study must also analyze water treatment or wastewater treatment system expansion needs and constraints, including costs estimates, and any additional groundwater appropriation and National Pollutant Discharge Elimination System (NPDES) discharge permit revisions from the State of Maryland.

S-5/W-5 –Mid-Range Plan Phase

A classification assigned through the Comprehensive Planning Process where improvements to, or construction of, publicly-owned community sewerage or water systems are planned within the 7-10 year time period. Properties classified S-5/W-5 are not required to, but may, connect to the community system. Properties requesting this classification shall meet the following criteria:

- a. Have a land use plan designation other than Agricultural/Rural or Natural Resource on the County Comprehensive Plan
- b. Have zoning other than Agricultural or Resource Conservation.
- c. If located within a municipality where the municipality provides community water and sewer, the property shall be designated in the municipal plan to be provided services in the 7-10 year time frame,
- d. Be located within the Planned Service Area map on an adopted County Comprehensive Plan;
- e. Demonstrate that there is sufficient capacity planned in the systems serving the property within the 7-10 year period.

This classification may be assigned through the piecemeal application process to property:

- 1) Annexed into a municipal corporation; or
- 2) Granted a Planned Development Residential (PDR) or, Planned Development Employment (PDE), or

- 3) Having an existing PS classification and requesting a connection(s) to a sub-regional water or wastewater treatment system.
- 4) Zoned Agricultural, if all the criteria set forth above and in Section II. E. 7 are satisfied.

S-4/W-4 – Concept Evaluation Phase

A classification assigned through the piecemeal application process to properties having an S-5/W-5 classification, and designated residential, commercial, or industrial, or in general, a category other than Agricultural/Rural or Natural Resource on the most recently adopted County Comprehensive Plan, and where improvements to, or construction of, publicly-owned community sewerage or water systems are planned within the 4-6 year time period. Properties classified S-4/W-4 shall connect to the public system when service lines abut the property. Properties requesting this classification shall meet the following criteria:

- a. The property has a current S-5/W-5 classification, and criteria required for the S-5/W-5 classification have been met.
- b. The application shall include documents that show conceptually how the applicant plans extensions of water and sewer lines to serve the property, including topographic information from appropriate sources and an estimate of construction costs. Water concept submissions shall consider the County's water pressure zones to develop the concept, e.g., water booster pumping stations or pressure reducing valves. Sewerage concepts shall consider gravity service as the preferred method (see Policy 5 (E)). All concept plans shall distinguish between County planned and developer provided facilities.
- c. Adequate capacity shall exist or be programmed within the County or a municipal CIP for the system, which will serve the site. If adequate capacity does not exist, the property owner will either wait for public improvements to be programmed or propose how such service can be provided by the developer/applicant.
- d. After a S-4/W-4 classification has been granted, an application may be submitted to the Maryland Department of the Environment for Water and/or Sewerage construction permits, as applicable.

S-3/W-3 – Preliminary Design Phase

A classification assigned through the piecemeal application process to properties where improvements to, or construction of, publicly-owned community sewer or water systems are planned to be completed and operational within 3 years. If applicant has not obtained approved water and sewer improvement plans for onsite work within three years or the Preliminary Plan/Site Plan/Phase II Plan expires, they may lose their “3” classification and revert to the “4”

classification at the next amendment cycle. Properties classified S-3/W-3 shall connect to the public system when service lines abut the property. Properties requesting this classification shall meet the following criteria:

- a. Criteria required for the S-4/W-4 classification have been complied with.
- b. Applicant shall provide a study of the components of the existing water and wastewater system and identify inadequacies that may result from the development of the property. This study may be performed in conjunction with the *Adequate Public Facilities Ordinance* (APFO) studies.
- c. A preliminary subdivision plan, site plan, or Phase II Plan (in the case of **PDRs and PDEs**) has been approved by the Planning Commission.
- d. A discharge permit, where appropriate, has been approved by all appropriate State agencies.
- e. A hydrogeologic study, where appropriate, supports the establishment of a community water system, which will not be detrimental to adjoining wells or surface waters. The hydrogeologic study is typically required to appropriate both ground (well) or surface waters. A Water Appropriation and Use Permit, where appropriate, has been approved by all appropriate State agencies.
- f. If County funded CIP project(s) are needed to provide service, then construction funds for each project must be contained in the first or second year of the County's approved CIP.
- g. If service is to be provided by developer initiated and funded projects, the developer must have approved and signed water/sewer improvement plans and an approved cost proposal for all improvements required to bring adequate water and sewer service to the site. This "service to the site" requirement is considered "met" if adequate water and sewer lines abut the site and are located within a public right-of-way or a public water/sewer easement which abut the site.
- h. Satisfaction of Items f. and g. will create a rebuttable presumption in favor of the applicant that service will be available within 3 years.

S-2/W-2 – Engineering Phase

This classification is not mapped. Properties are assigned this category by County staff and shall meet the following criteria:

- a. All criteria required for the S-3/W-3 classification have been complied with.
- b. Improvement plans for water and sewer lines and preliminary design of treatment plants and other infrastructure, as appropriate, have been approved.
- c. Location of facilities, i.e. tanks, pumping stations, treatment plants have been located on the Water and Sewerage Map by prior amendment.
- d. Properties classified S-2/W-2 shall connect to the publicly owned system when service lines abut the property. During the S-2/W-2 phase, final construction

design drawings and documents are prepared, right-of-way are determined and the necessary acquisitions are pursued, various construction related permits are applied for and obtained, a public works agreement, allocation of taps including multi-year tap agreements and improvement guarantees are approved.

Final plats may then be recorded, where appropriate.¹

S-1/W-1 – Existing Service

A classification assigned to properties where publicly-owned community sewer or water systems are existing and are connected to and serving a structure on the property. Properties are assigned this classification by County staff to reflect projects recently completed or structures connected to the public water or sewer system. The County Water and Sewerage Plan map will be revised to reflect this status at regular updates.

Multi-Use Water System

A classification assigned during the piecemeal application process to a single parcel or lot utilizing a water supply system having the capacity to supply more than 5,000 gallons of water per day and serves a number of individuals.

Multi-Use Sewerage System

A classification assigned during the piecemeal application process to a single parcel or lot utilizing a wastewater treatment system having a maximum discharge or output capacity in excess of 5,000 gallons per day.

¹ See Sec. 1-16-106 of the County Code for additional requirements.